



## Board of Directors Meeting

### Teleconference

October 10, 2019

**Attendees:** Grant Fritchey, Wendy Pastrick, Tim Ford, John Martin, Roberto Fonseca, Lori Edwards, Chris Yates, Asad Khan, Ramnik Gulati

**Not in Attendance:** Adam Jorgensen, Diego Nogare, Jennifer Moser, Chris Woodruff, Judy Christianson

**PASSHQ Attendees:** Sandy Cherry, Craig Ellis, Elizabeth Jeffs, Janice Simpson, Vicki Van Damme, Sonya Waitman, Avalon Bourne, Amanda Martin, Terence O'Shea

*Quorum was achieved.*

### **Agenda for Discussion:**

1. PASSion Award Vote – Wendy
2. Approval of September Board Meeting Minutes – Wendy
3. Board Activities – Wendy
4. Notice of Special Meeting to Ratify Slate – John
5. Elections Update – John
6. Summit Update – Sonya
7. Finance Update – Sandy
8. Summary of Working Groups – Sonya/Amanda/Avalon

#### **1. PASSion Award Vote**

The Board selected the PASSion award winner, which will remain under NDA until the Day Two Keynote at PASS Summit 2019 when the winner will be announced.

#### **2. Vote to Approve September Board Meeting Minutes**

Wendy Pastrick confirmed that everyone was ready to vote on the September Board meeting minutes.

**Motion:** I move to approve the September Board meeting minutes that were sent to the Board on September 30, 2019.

Motion: Wendy Pastrick

Second: Chris Yates

Grant Fritchey Abstain

Tim Ford Yes

Adam Jorgensen Absent

John Martin Yes

Diego Nogare Absent

Roberto Fonseca	Yes
Lori Edwards	Yes
Jennifer Moser	Absent
Asad Khan	Absent
Ramnik Gulati	Yes

***Motion Passed (7 yes, 0 no, 1 abstain, 4 absent)***

### **3. Board Activities**

Wendy asked if there were any Board members with upcoming paid speaking opportunities.

Grant Fritchey declared that he would be speaking during Redgate's pre-con session at PASS Summit as a Redgate employee and will not receive payment for this.

No other declarations were made.

Asad Khan joined the call at 12:09pm.

### **4. Notice of Special Meeting to Ratify Slate**

John Martin gave notice of the special Board meeting to ratify the slate of Board of Director candidates for the 2020/2021 term. The meeting has been scheduled for October 24<sup>th</sup> at 12:00pm Pacific Time. John stressed the importance of attending this meeting to take part in the vote.

John also informed the Board that the special meeting may be used to have a discussion on PASS Summit locations for 2023, 2024, and 2025. This will be confirmed closer to the meeting date.

### **5. Elections Update**

John gave an update on the 2019 PASS Board of Directors election. The call for applications is now closed and the NomCom is currently conducting candidate interviews. John gave an overview of the election timeline and key dates.

John requested the Board's assistance in driving engagement within the community during balloting.

This discussion will continue during the November Board meeting at PASS Summit.

Grant reiterated the importance of attending the special meeting on the 24<sup>th</sup>, as quorum will be needed to ratify the slate.

### **6. Summit Update**

Sonya Waitman, PASSHQ, gave an overview of current PASS Summit registration numbers and marketing efforts.

Sonya gave an overview of current registrations. A projection is being put together to be shared with the Board.

The Board discussed barriers to attendance and additional efforts that could be done to drive registration numbers. Sonya requested the Board's assistance in reaching out to influencers within the community to help drive targets.

The Board also discussed other revenue options post PASS Summit.

## **7. Finance Update**

Sandy Cherry, PASSHQ, gave an update on the annual audit, which is nearing completion. The audit is on track and preliminary statements have been prepared. Once these are reviewed and approved by Wendy, the preliminary statements will be shared with the Board. This will be further discussed at the November Board meeting during PASS Summit.

Sandy also gave an update on PASS' investment account and the plan to reinvest those funds. Sandy has met with Merrill Lynch, and a reinvestment plan is being implemented.

## **8. Summary of Working Groups**

### **Research and Engagement Working Group**

Sonya gave an update on the new Research and Engagement Working Group.

The Working Group had a kick-off meeting and discussed increasing the engagement and involvement of the Board within the community to raise visibility. The Working Group also discussed the model of virtual events and how to provide the most value to the community.

Discussion will continue at the November Board meeting at PASS Summit.

### **Community Working Group**

Amanda Martin, PASSHQ, gave an overview of recent items discussed by the Working Group.

The Working Group is continuing to focus on the revamping of the regional mentor program.

Discussion will continue at the November Board meeting during PASS Summit.

### **Governance Working Group**

No update for the Governance Working Group.

The meeting adjourned at 12:34pm Pacific Time.

### **Next Board meeting**

The next Board meeting will be in-person on November 4, 2019 at PASS Summit in Seattle, WA.